



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY, EUROPE, AND SEVENTH ARMY
OFFICE OF THE COMMANDING GENERAL
UNIT 29351
APO AE 09014-9351

AEAGA-CE

15 December 2003

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Excused Absences for Spouses of Redeploying Soldiers and Civilian Employees

This memorandum expires in 2 years.

1. Reference memorandum, HQ USAREUR/7A, AEAGA-CE, 26 November 2003, subject: Leave for Spouses of Personnel on Rest and Recuperation and Block Leave.
2. Soldiers and civilian employees who are redeploying to the European theater from Operation Iraqi Freedom, Operation Enduring Freedom, or other long-term (6 months or more) deployments will be given the maximum amount of family time possible. Spouses of redeploying personnel will need time off to participate in reintegration activities. Activities include welcoming and award ceremonies, family counseling before and after redeployment, financial and legal counseling, benefits briefings, and other officially sanctioned reintegration activities. During these activities civilian employees whose spouses are redeploying will be granted excused absence. When no official activities are scheduled, the liberal leave policy prescribed by the reference in paragraph 1 will be in effect.
3. Managers will approve requests for excused absence unless this would adversely affect the mission. Where possible, managers will look for alternate ways to accomplish the mission to allow spouses time off. In cases where several employees have spouses redeploying at the same time, managers must ensure that excused absences are granted fairly and equitably.
4. Commanders and managers must balance the requirements of critical missions with an understanding of the needs of Soldiers, civilian employees, and family members. The sacrifices made by deployed Soldiers, civilian employees, and their families must be recognized when they redeploy. Commanders and managers at every level will ensure this policy is applied in a fair and equitable manner to provide the best possible support to redeployed personnel and their families.

B. B. BELL
General, USA
Commanding

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